

Spring 2025 Class Information Form (CIF)

Title of class (30-40 characters):

Day/s of the week:

Date/s of Class:

Spring Classes run from January 21st to May 30th

Time: our preferred times are 10:30-12:00 (noon) or 1:00- 2:30 pm for lectures

Category:

Brief description of the class (max 80 words):

Location & Address:

Liberty Hall, 325 W Benton, is our preferred location for lectures and ZOOM

Instructor & title/affiliation:

Facilitator name & phone and e-mail:

Class limit:

Class Fee:

How & when to pay:

The information below this section is for the use of the Committee Chair, the Continuing Education office, and the Catalog Assistant; it will not appear in the catalog.

Instructor phone, e-mail, & mailing address:

Instructor is a member of NKA? Yes NO **Catalog requested?** Yes No

Facilitator Home Address:

Media equipment needed: Yes No

Projector **DVD** **Power Point** **Laptop** **P/A** **Internet access** **Other**

Materials/Supplies needed? Yes No

Handouts* Other:

If you do not want ZOOM, please check the box: Yes No

*If instructors want NKA to make copies of their handouts, they need to get them to facilitators or Continuing Education office two weeks prior to the class.

Other needs or requests?

Please send completed form to Geoff Hogander (ghogande@yahoo.com), Kathy Flock (kgflock@gmail.com) and Kathryn Dafoe (katydafoe@hotmail.com)
Please have the CIF in by October 2nd.